



TOWN OF WINCHESTER

Design Review Committee
Town Hall, Winchester, Massachusetts 01890

Eileen Casciari, RA, Chair
Tracy Vartenigian Burhans, Vice-Chair
David N. Storeygard, AIA, LEED AP
Juli Riemenschneider, RLA, ASLA
Adrian LeBuffe LEED
Ellen Spencer
Erik Nottleson

Meeting minutes, January 9, 2019

Attendees: LeBuffe, Casciari, Storeygard, Riemenschneider, Burhans, Spencer

Agenda Items

1. Approval of December meeting minutes.
2. Petition 3875, Special Permit and Site Plan Review – 105 Church Street, addition to garage
 - a. Recommend unfavorable action, 5 to 1
 - b. Proposal has an adverse effect on a historic resource, and is an unreasonable departure from character of existing building, as addition does not integrate successfully with existing garage. (See Zoning By-Law Sections 9.4.2.4 (special permits) and 9.5.7.1 (site plan review) and 9.4.2.8 (special permits) and 9.5.7.2 (site plan review).
 - c. Extend the existing shallow pitch of original roof and relocate or replicate the rafter tails.
 - d. Extend existing roofing materials.
 - e. Addition should look like a seamless extension of the existing historical structure.
3. Petition 3874, Special Permit – 2 Nassau Drive, demolition of existing structure/new build
 - a. Recommend favorable action with conditions, 6 to 0
 - b. Use fiber cement clapboards instead of vinyl siding.
 - c. Use wood or aluminum clad windows.
4. Petition 3876, Site Plan Review – 10 Leslie Road, addition to garage
 - a. Recommend favorable action, 6 to 0
 - b. Proposed new construction is located in the rear of the structure and will not be visible from the road nor affect the views of surrounding neighbors.
 - c. Proposal will meet all zoning setback
5. Sign Review - 730 Main Street

- a. Signs are difficult to read. Recommend that all Email address and Fax and Phone numbers should be put on the glass storefront and not on the mounted signs.
- b. Fewer lines of text and more open space around words will make the sign more readable.
- c. Note: Any existing decals and signage adhered to the windows counts towards the allowable square footage of the signage.

New Business

1. Sign Review – 39 Church Street
 - a. No objections noted.

Meeting adjourned. Next meeting will be February 6th; to be confirmed 2 days prior to the meeting.

- *Tracy Vartenigian Burhans, recording vice-chair; Minutes submitted to the DRC membership 1/13/2019*